



**DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON HEIDELBERG  
UNIT 29237  
APO AE 09102-9237**

IMEU-HEI-ZA

28 June 2006

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT:** United States Army Garrison Heidelberg Command Policy  
Memorandum # 54, Parking of Privately Owned Vehicles (POVs), Operational and Non-Operational

**1. References:**

- a. AR Reg 190-5, Motor Vehicle Traffic Supervision, 25 January 2006,
- b. AE Reg 190-1, Registering and Operating Privately-Owned Motor Vehicle, 9 March 2005
- c. AE Reg 27-9, 21 May 2002, Registering and Owning Privately Owned Motor Vehicles in Germany.

2. Purpose. This memorandum establishes the authorized parking places for operational and non-operational USAREUR plated POVs within the USAG-Heidelberg area of responsibility.

3. Applicability. This policy applies to all military, civilian employees and contractors of the US Government and their family members assigned or attached to USAREUR and the Heidelberg Community.

4. Violators of AE Reg 190-1 and the requirements set forth in paragraph 4 of this memorandum will be cited for violation of Art 92, UCMJ for military, or AE Reg 27-9 for civilian personnel.

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a. POVs registered operational.

(1) In accordance with AE Reg 190-1, 5-15(b), Parking on lawns, seeded areas, curbs and in entrances to parking areas is prohibited unless posted otherwise. It is prohibited to perform major repairs or maintenance on motor vehicles in the housing area. Automotive craft shops should be utilized for repairs that will render a POV inoperable for more than 48 hours. Vehicles inoperable for longer periods due to lack of parts, insufficient funds for repairs, or are currently registered non-operational will be moved to the USAG-Heidelberg non-operational lot on Tompkins Barracks at the owner's expense.

(2) Only properly licensed vehicles IAW AE Reg 190-1 are authorized parking on government controlled installations. POVs not displaying any license plates, which are apparently abandoned on a military installation, will be towed to the USAG-Heidelberg impound lot at the owner's expense. Vehicles in an unsafe condition due to involvement in an accident will be permitted to remain on the military installation by the authority of the assistant installation coordinator for up to 48 hours while arrangements are being made for repairs or disposition of the vehicle.

b. POVs registered non-operational (i.e. without license plates) may only be parked at one of the following locations, and not to exceed time listed in Para 4. e. below.

(1) USAG-Heidelberg Non-Operational Lot on Tompkins Barracks.

(2) Tompkins Barracks Auto Craft Shop lot (\$5.00 per day).

(3) Private Property (off post).

c. Owners of vehicles without license plates parked anywhere else on a government controlled installation will have their vehicle towed to the USAG-Heidelberg impound lot and will be cited by the Military Police for violation of this policy letter and AE Reg 190-1. If the vehicle is not registered or the registration is expired, the owner will also be cited for Registration Violation. If the POV registration is expired or if other facts indicate intent to abandon the vehicle, the owner will be cited for Improper Disposal.

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d. Commanders of POV owners cited for above mentioned offenses will receive the DA Form 3975, Military Police Report, and DA Form 4833, Commander's Report of Disciplinary or Administrative Action from the Provost Marshal Office or a Armed Forces Traffic Ticket, DD Form 1408. The DA Form 4833 or DD Form 1408 will have instructions attached for the commander to respond to with regard to suspension of the soldier's driving privileges, disposition of the vehicle, and status of the registration. Non-operational vehicle registration is a privilege extended to personnel with a USAREUR driver's license whose vehicle cannot pass inspection or whose USAREUR driving privileges have been suspended for more than 30 days.

e. The initial non-operational period is for 90 days. Owners of vehicles in a non-operational status will make every attempt to bring the vehicle back to an operational status as soon as possible or dispose of the vehicle in accordance with AE Reg 190-1. Personnel with an approved one year non-op registration will have their POV parked on private property (off-post); not the non-operational lot.

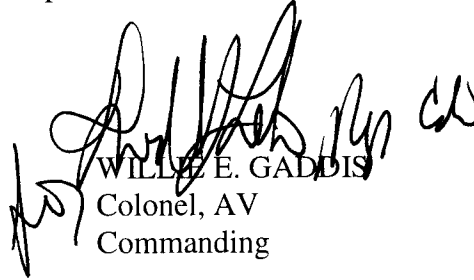
f. Exceptions may be granted by the USAG-Heidelberg BASOPS Manager for a concurrent (second 90 days) non-operational registration. POV owners who require more than 180 days must have their request for a third concurrent non-operational registration extension approved by the USAG-Heidelberg Commander. Justification explaining why the non-operational status needs to be extended (parts on order) and approximately how long before the vehicle will be operational, the request will be endorsed by the company commander. Exceptions to this policy will not be delegated. Vehicles in the non-operational holding lot without any action taken will be declared unclaimed after 45 days and disposed of IAW AE Reg 190-1. AE Reg 190-1 also stipulates that the cost of disposing of an unclaimed POV will come from the operating funds of the unit to which the owner is or was assigned. Under no circumstances will the vehicle be left on any military installation without necessary repair or disposition actions being taken.

g. Owners may elect to dispose of non-operational vehicles through the MWR Auto Craft Shop or through a German firm. In all cases, when a vehicle is disposed of and ownership transferred, the necessary documentation will be completed with vehicle registration within 3 working days. A listing of firms that will accept vehicles for disposal can be obtained at vehicle registry. The expense of disposal is the responsibility of the owner.

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h. Failure to adhere to this policy may result in punishment under UCMJ or adverse action as per AE Reg 27-9, Misconduct by Civilians.

5. POC is the Vehicle Control & Disposal Officer at 379-7661 or 379-6555.



WILLIE E. GADDIS  
Colonel, AV  
Commanding

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